

## **How to Register for the Institutional Testing Program (ITP)**

### **Registration Requirements:**

1. Fill out the registration form.
2. Provide ONE recent photograph
3. Present one **valid**, original, photo-bearing identification document. It must be a recent passport, *tizikra*, or *ikhraj keid* bearing a **recent** photograph. (**Photocopies are not accepted**)
4. Test Fees: Effective January 1, 2010 the fee per test is \$50.00 or 75,000 LL.

Please note the following important points:

- There will be a no refund for students who fail to show up on the day of the test.
- Refund of test fees will only be made if the refund is requested prior to the test date. In such cases, a 10,000 LL processing fee will be deducted from the total test fee.

**I have read all of the registration requirements for ITP above and agree to abide by these regulations.**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**